



**ROYAL CAMBRIAN ACADEMY, CROWN LANE, CONWY LL32 8AN**  
**01492 593413 e.mail rca@rcaconwy.org**

**Please read the notes very carefully**

### **A** *The selection procedure*

This takes place in two parts. The **first selection committee meets in January** to decide which names go forward for the final vote at the **Annual General Meeting in April**.

### **B** *What you need to do*

- 1 Send between 10 and 20 images on slides, or a CD Rom, of your most recent work.
- 2 Photographs will be accepted, but it will not be as easy to see your work from a photograph.
- 3 Each slide should have written on its viewing side: your name, the title of the work and the slide number. Each image on the CD Rom should be titled.
- 4 On a separate piece of paper, compile a list of your work including: the slide number, title, media, dimensions and any further information about the work. A brief CV would help in our deliberation.
- 5 Please send a return label or a new return bag or box for your slides.
- 6 Please enclose return stamps, or a cheque for the postage.
- 7 There will be a non-refundable administration fee of £25.00 payable. If there is no fee paid, the images will not be looked at.
- 8 Please also enclose the attached registration form.
- 9 The slides or CD Rom will be returned by the end of January, with information as to whether you go on to the further selection process by all the members in April.

### **C** *If you are not selected in January*

- 1 We will send your slides back.
- 2 Do ring us or write to us in Autumn 2012 and we will send you information about 2013 if you wish to re-apply the following year.

### **D** *If you are selected in January*

All this information will be sent to you in January, but for guidance...

- 1 You will be asked to bring work in for selection. This will be approximately 10 items, no more than 4 of which should be framed and need not be the works that you have sent slides of.
- 2 A portfolio will be accepted as part of this presentation.
- 3 These should be delivered to the gallery on the day of the AGM, which will be Saturday April 28<sup>th</sup> 2012 between 9.30 am - 11 am. (We may be able to make alternative arrangements for those of you who are not able to do this.)

### **E** *What you do now.....*

Send your images, fee, registration form, list of titles, return box/bag & stamps to the Royal Cambrian Academy, Crown Lane, Conwy before **November 13<sup>th</sup> 2011**.